



OFFICER REPORT TO LOCAL COMMITTEE (SPELTHORNE)

MEMBERS' FUNDS

10 December 2007

KEY ISSUE

To agree the criteria and process for the use of Members' Funds and make decisions on funding proposals.

SUMMARY

The report outlines the agreed criteria and process for the use of Members' Funds in 2007/08 and makes recommendations on a number of proposals.

OFFICER RECOMMENDATIONS

The Local Committee (Spelthorne) is asked:

1. To consider a change in use of funding for Thomas Knyvett school for funding awarded in March 2007 (paragraph 2.1)
2. To note that the Sunbury & Shepperton Arts Festival funding application reported in the report to the previous Local Committee meeting has been withdrawn.
3. To note that the funding for Staines Rugby Club Minis which was deferred pending legal advice and further information at the last meeting has been agreed. (paragraph 2.2).
4. To note funding approved under delegated authority since the last meeting. (paragraph 2.3)

5. To consider an application for funding of £7000 from Cameo Day Centres.
6. To consider an application for funding of £8500 for St Saviour's Church youth worker.
7. To consider an application for funding of £10000 for the Walton Firs Foundation to be part funded from the capital allocation.
8. To consider an application for funding of £2555 for the Staines Society of Model Engineers to be funded from the capital allocation, subject to the relevant planning permission being obtained.

1.0 INTRODUCTION AND BACKGROUND

- 1.1 The budget for 2006/07 made the following funds available - £11,000 per Member and £35,000 capital allocation. These figures show the amounts still available.

Member's Revenue Allocation

	Balance Remaining £
Mrs Saliagopoulos	7102
Ms Turner	7108
Mr Agarwal	9933
Mr Beardsmore	8666
Mr Burrell	1670
Mrs Coleman	8175
Mr Davies	7406

Total £50062

Committee Capital Allocation

Total £ 8730

2.0 MEMBER'S REVENUE ALLOCATION

2.1 Thomas Knyvett School

Funding of £2100 from Mrs Coleman's allocation was awarded to Thomas Knyvett School (formerly Ash Tech College) in March 2007 for cookers (£880) and tree and shrub clearing (£1200). Since obtaining the estimate for shrub clearing the school has managed to obtain a contribution from their neighbors which reduced their contribution to £365 plus Vat . The school is now seeking agreement to use the remaining funds to undertake remedial works to a redundant sand pit by removing the sand, filling with topsoil and laying turf. Members are asked to agree this change of use.

2.2 Staines Rugby Club Minis £2007 (Carol Coleman)

An application for Staines Rugby Club Minis was included on the Members Funds Report to the Local Committee on 10 October 2007. A decision was delegated to the Area Director and Chairman pending the receipt of legal advice concerning the payment of funding to organisations based outside Spelthorne and obtaining further information about the number of Spelthorne residents using the Club. Legal advice has confirmed that this is within the current protocols provided that there is clear benefit to the social and economic well-being of Spelthorne residents. We were also advised that 80% of the members of the Club were from Spelthorne. This funding has therefore been agreed, being funded equally from Mrs Coleman's and Mrs Turner's allocation.

DELEGATED FUNDING

2.3 Staines Albion Football Club under 11s team

A sum of £500 from Mrs Saliagopoulos' allocation was agreed towards a football kit and equipment.

FUNDING BIDS

The following new requests for funding have been received since the last meeting of the Local Committee. The name of the Divisional Member or Member proposing the scheme is in brackets and, where the project would benefit Spelthorne residents Borough wide, these have been proposed by the Chairman.

2.4 Cameo Day Centre £7000 (Denise Saliagopoulos)

Cameo Day Centres have a campaign called "Let's Make it 48" whose objectives include opening a day centre within Spelthorne specifically for younger sufferers in the Borough with the intention to provide services for younger people under the age of 75 with more physical stimulation through sports like activities and outings. To assist with this they are seeking funding of £7000 towards total set-up costs of £14000 (salaries £9000, venue hire £2500, refreshments £500, transport £1000, sporting and craft equipment £500 and office expenses £500). This application is supported by Surrey County Council Adults & Community Care Services. Members are asked if they wish to contribute, and if so how much and by whom.

2.5 St Saviour's Church Youth Worker £8500 (Ian Beardsmore)

St Saviour's Church provide facilities for young people within Sunbury, including 5 different weekly youth meetings, activity weekends, camps, conferences, Social Action Campaigns, youth gigs and mentoring. Since 2006 there has been an increase of 6-21 and 5-15 young people at the Friday night and Sunday morning youth groups respectively. The Friday Night Club also includes some young people for the Ashford Common area who have been harder to reach. Work within local schools has increased, with youth workers leading sessions in Bishop Wand, Kenyngton Manor and Sunbury Manor schools. Young people attended a Youth Festival over the summer

period and 4 people went on a trip to Uganda to help build a house for HIV orphans. 15 young people attended an evening with Baroness Cox and have been invited to visit her at the House of Lords as a result of their interest in social action. Teenage Parenting Courses have been operated and the volunteer base has increased from 4 to 11. The Local Committee gave funding of £10000 towards these costs in 2006/7. The total cost of the project is £25000 and the Church is seeking a further £8500 to continue with these projects to assist young people within Sunbury and to build upon what has already been achieved. They will receive funding of £1500 from Spelthorne Borough Councillors and there are contributions from the Diocese. They are also actively seeking other funding. The criteria states that funding should not be used to cover revenue costs - except where these are a one-off nature or to serve as pump-priming. The Spelthorne Local Guidance note provides further clarity on this and allows repeat revenue funding where it is felt that a project is making an exceptional contribution to the community and more time may be required to secure alternative funding. Members are asked if they wish to contribute, and if so how much and by whom.

3.00 Capital Allocation

3.1 Walton Firs Foundation

This project was included on the report to the Local Committee on 8 October 2007, but a decision was deferred pending further information about Surrey County Council's corporate response to this bid. Following further research additional information is set out below. As the total bids for capital exceed the amount remaining, Members should determine whether funding should be awarded and how this should be funded. Mrs Coleman and Mrs Saliagopoulos have indicated that they are willing to part-fund this request from their own allocations.

Walton Firs Activity Centre is a 28 area of open space near Cobham. The facilities include, amongst others, three Accommodation Huts (sleeping a total of 60) and a Training Hut, Adventure Course, Climbing/Abseiling Wall, Skittle Alley/Shooting Gallery and the Centre is operated on a profit-making basis with a turnover for 2006/7 being £179000. It is used by schools, sports teams, special needs clubs as well as scouts and brownies etc and has 25000 camping nights per year. The majority of the visitors come from Surrey and North London although it also attracts visitors from all around the UK. The site is currently owned and managed by the Surrey County Scout Association. The Scout Association have now decided to sell Walton Firs Activity Centre to raise capital for developing other sites in the country and have given the Walton Firs Foundation (a charity established to save the site) an option to purchase the site, including all fixtures, for £818400 (which also includes legal costs). The aims of the Foundation are to secure and develop Walton Firs as a facility for young people in perpetuity and thereby guarantee the future of the site for the current purpose. The Foundation intend to establish an operational and management contract with Surrey Scouts to ensure continuity of management. During the option period Surrey Scout Council took on the lease to manage the site (previously managed by Scouts from Bedfordshire). It is anticipated that the Surrey Scout Council will manage the site after its

purchase and non-scouting groups will be encouraged to make even more use of the site. Local Scout Groups and Districts are involved in the fund raising process as many of them use it regularly and they are keen that it should remain available. Any money raised by local groups would benefit them directly not only in terms of reduced transport costs but also because they can receive a discount on future camp fees. Funds in and pledged so far amount to a total of £512,717. The Walton Firs Foundation has been named as the nominated charity for 2007/8 by the Mayor of Elmbridge, and the Elmbridge Local Committee gave £2000 towards this. There is no SCC corporate direction on funding for Walton Firs. In February 2006 the Surrey Scout Council applied for a grant from the Youth Development Service to help purchase Walton Firs. The application was unsuccessful as the future ownership of the site was unclear and also because the members on the panel felt it was more appropriate to support the development at Bentley Copse, which is owned by Surrey Scouts. However there has been very little contribution to Bentley Copse from Members' Allocations beyond Guildford (£1000) and Spelthorne (£500). The total spend on Scouts from Members' Allocations across SCC exceeds £83k since the inception of Members' Allocations.

3.2 Staines Society of Model Engineers £2555 (Denise Saliagopoulo)s

The Staines Society of Model Engineers operate a miniature railway within Commercial Park and hold ten open days per year where the public can ride on the railway for a nominal fee. They are seeking funding of £2555 to replace the temporary ticket office with a more secure and permanent unit. The Society currently has 44 members. Any funding awarded would be subject to the necessary planning permission being obtained.

4. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

Paragraph 1.1 sets out what remains of both the individual Members revenue allocation and the capital. There are sufficient funds for the revenue projects to be funded. The bids for capital funding exceed the allocation left and Members should agree how this should be distributed.

5 EQUALITIES AND DIVERSITY IMPLICATIONS

The contributions proposed will benefit a wide range of adults and children in Spelthorne, some of whom may have disabilities.

6. CONCLUSION AND REASONS FOR RECOMMENDATIONS

These proposals meet the criteria agreed by the Local Committee for financial support.

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APPENDIX A

CRITERIA FOR USE OF FUNDS

1. MEMBER'S ALLOCATIONS

- a) Support for any one project will not normally exceed £10,000.
- b) Any proposal to be considered by Committee must be proposed by at least one Member who is willing to provide at least some financial support to the project. However, Members whose funds are totally committed may still put proposals forward for support by the Committee.
- c) The funds will not be used to cover revenue costs – expenditure must be of a one-off nature or serve as “pump-priming”.
- d) Contributions will not normally be made to cover funding gaps arising from budget reduction decisions.
- e) Priority will be given to proposals attracting an element of match funding.
- f) Proposals will be considered from SCC services, other statutory bodies and voluntary organisations.

2. FUNDING PAID UNDER DELEGATED AUTHORITY

The decision to pay funding of not more than £1000 can be delegated to the Area Director, in consultation with the Chairman of the Local Committee. Funding paid under delegated authority is subject to the criteria laid down in paragraph 1 above, **and** the following additional criteria:

- a) the application must have been endorsed by the appropriate local Member
- b) the application should be for a maximum of £1000
- c) applications from private clubs or other membership organisations must clearly demonstrate the wider community benefit of the project
- d) projects must not contravene any of the Council's agreed policies or priorities
- e) the application should be for a future project, not a retrospective request.
- f) the application should not be to cover ongoing revenue costs.

3. COMMITTEE CAPITAL ALLOCATION

The balance of the £35,000 initially allocated to support capital projects through voluntary organisations will be used for any suitable project promoting well being in Spelthorne and agreed by the Committee. These funds are not allocated to individual Members but are allocated by Committee decision.

The following is a definition for “capital” in these circumstances:

Capital expenditure is defined as the acquisition, construction, enhancement or replacement of an asset. An asset can be land & buildings, vehicles, plant, furniture & equipment or infrastructure. In order for an asset to be capitalised it should yield benefits for a period of more than one year.

It is proposed that the following criteria should apply to this fund:

- a) Any proposal to be considered by Committee must be put forward by at least one Member.
- b) Priority will be given to proposals attracting an element of match funding.
- c) Proposals must be of a local nature and be for the benefit of the people of Spelthorne.

APPENDIX B

GUIDANCE NOTE

SCC LOCAL COMMITTEE SPELTHORNE - MEMBERS' ALLOCATIONS

This guidance note is designed to assist in the consideration of applications for requests for funding from Members' Allocations, and should be used in conjunction with the formal criteria laid down for funding.

1. FUNDING CEILINGS

- i) There is a general presumption against requests for 100% funding of projects and the Local Committee would wish to see evidence of fund raising and/or other partner contributions. However the Local Committee reserves the right to fund 100% of projects, taking into account the overall resources of the organisation, the sum requested and any previous fundraising by the organisation.
- ii) Individual bids should generally be for no more than £10,000.

2. REPEAT REVENUE FUNDING

There is a general presumption against requests for repeat funding for the same project, as over time this would reduce the scope to fulfil the original aim of allocations which was to enable Members to respond to local issues. However, the Local Committee reserves the right to vary this rule where it is felt that the project is making an exceptional contribution to the community and more time may be required to secure alternative funding.

3. RETROSPECTIVE FUNDING

- i) As a general rule, it is not considered good practice to fund projects retrospectively and funding will not be considered for projects where the group has already committed, or decided to commit, funds.
- ii) Applications that are retrospective due to the timing of the Local Committee meetings may be considered provided that the proposed allocation has been brought to the attention of the Area Director before the event/purchase/expenditure takes place. However the group should be advised by the proposing Member that the Local Committee decision is not a 'rubber stamping' exercise and that any expenditure they commit in the hope of receiving funding is entirely at their own risk.
- iii) Applications for retrospective projects cannot be funded under the delegated authority powers.

4. PRIVATE CLUBS OR MEMBERSHIP ORGANISATIONS

Such organisations need to demonstrate clearly the wider community benefit that their project would bring.

5. HIGHWAYS PROJECTS

- i) Members' allocations should rarely be used to 'top up' the Highways budget agreed by the County Council, especially where the additional £100,000 capital allocation has been allocated by the Local Committee for Highways purposes. However, it is recognised that small street scene improvements, i.e. additional tree cutting or planting, can be a positive and welcome use of Members' Allocations.
- ii) Any such proposals should initially be shared with the West Area Group Manager/Local Transportation Manager for a view on appropriateness of the proposed expenditure bearing in mind any priority lists and the capacity for additional work to be carried out without damaging the implementation of the agreed work programme for the service.